

Georgia State Board of Funeral Service

Board Meeting

April 10, 2012

A meeting of the Georgia State Board of Funeral Service was held on April 10, 2012 at the Professional Licensing Boards office in Macon, GA. Chairman Terry Daviston called the meeting to order at 10:02 a.m.

A quorum was established with members present being: Terry Daviston, Chairman; Nancy Kennedy, Bryant Hightower, David Roach, Michael Fowler with Lauren McDonald participating by video conference from the office of the Attorney General in Atlanta.

Others present were as follows: Steve Lindsey, Executive Director, Reagan Dean, Assistant Attorney General, via video conference and Kathy Osier, Board Support Specialist.

Executive Session:

Michael Fowler moved to enter into Executive Session to deliberate on applications, complaints, and investigations, as authorized by O.C.G.A. § 43-1-2 (k) and 43-1-19 (h). Bryant Hightower seconded the motion. The motion was carried by Terry Daviston, Chair; Nancy Kennedy, Bryant Hightower, David Roach, Michael Fowler and Lauren McDonald. The Board concluded Executive Session in order to vote on the matters discussed and to continue with the public session.

Approval of Minutes:

Michael Fowler moved, Bryant Hightower seconded, and the Board voted to approve the minutes of the March 13, 2012 meeting.

Applications:

Michael Fowler moved, Bryant Hightower seconded, and the Board voted to ratify the licenses that were issued since the March 13, 2012 meeting.

1.	CREM000095	North Berkeley Crematory	Crematory	Norcross	GA
2.	EMB004768	Clark, Christopher Holmes	Embalmer	Hawkinsville	GA
3.	EMB004769	Humphries, Mary Catherine	Embalmer	Conyers	GA
4.	EMB004770	Fountain, Patricia A	Embalmer	Locust Grove	GA
5.	EMB004771	Musselwhite, Mark David	Embalmer	Suwanee	GA
6.	EMB004772	Greene, Dwight Eric	Embalmer	Covington	GA
7.	EMB004773	Buchanan, Nickolas Paul	Embalmer	Smyrna	GA
8.	EMB004774	Powell, Carl LeRhaun	Embalmer	Decatur	GA
9.	FD005177	Clark, Christopher Holmes	Funeral Director	Hawkinsville	GA
10.	FD005178	Humphries, Mary Catherine	Funeral Director	Conyers	GA

11.	FD005179	Fountain, Patricia A	Funeral Director	Locust Grove	GA
12.	FD005180	Musselwhite, Mark David	Funeral Director	Suwanee	GA
13.	FD005181	Greene, Dwight Eric	Funeral Director	Covington	GA
14.	FD005182	Buchanan, Nickolas Paul	Funeral Director	Smyrna	GA
15.	FD005183	Powell, Carl LeRhaun	Funeral Director	Decatur	GA
16.	FEST001816	A L Spaulding-Barnes Funeral Homes	Funeral Establishment	McRae	GA
17.	FEST001817	Lee's Funeral Home	Funeral Establishment	Norcross	GA
18.	FEST001818	Dalton Funeral Home	Funeral Establishment	Dalton	GA
19.	FEST001819	Advantage Funeral & Cremation Services	Funeral Establishment	Lilburn	GA
20.	FEST001820	SouthCare Cremation & Funeral Society	Funeral Establishment	Marietta	GA
21.	FEST001821	SouthCare Cremation & Funeral Society	Funeral Establishment	Alpharetta	GA
22.	FEST001822	SouthCare Cremation & Funeral Society	Funeral Establishment	Stockbridge	GA
23.	FSA005381	Jones, Stephenie Julianne	Funeral Service Apprentice	Atlanta	GA
24.	FSA005382	Waters, William Ronnie	Funeral Service Apprentice	Sylvania	GA
25.	FSA005383	Wynn, Angela C	Funeral Service Apprentice	Columbus	GA
26.	FSA005384	Wiggins, Ethan Uriah	Funeral Service Apprentice	Carrollton	GA
27.	FSA005385	Heyliger, Erma Jeannette	Funeral Service Apprentice	Jonesboro	GA
28.	FSA005386	Carver, Lazarus Stephane, Jr	Funeral Service Apprentice	Fitzgerald	GA
29.	FSA005387	Pyle, Jeanie Lenette	Funeral Service Apprentice	Hiawassee	GA
30.	FSA005388	Holbrook, Paul Wesley	Funeral Service Apprentice	Cumming	GA
31.	FSA005389	Saxon, Bilal Kareem	Funeral Service Apprentice	Augusta	GA
32.	FSA005390	Greenway, Elizabeth Ann	Funeral Service Apprentice	Warner Robins	GA
33.	FSA005391	Strong, Renita LaShae	Funeral Service Apprentice	Moultrie	GA

Bryant Hightower moved, Michael Fowler seconded, and the Board voted to approve the following request for appointment as Funeral Director in Full & Continuous Charge:

- 1750640 Burden and Worthy Funeral Home Manchester, GA
FDFCC: Laverne Young Nelson

Bryant Hightower moved, David Roach seconded, and the Board voted to approve the following request for appointment as Funeral Director in Full & Continuous Charge:

- 1752628 Higgins Funeral Home at Hillcrest Chapel Newnan, GA
FDFCC: Carlos Mason Hemperley, III

Bryant Hightower moved, David Roach seconded, and the Board voted to approve the following applicant for licensure:

- Burden and Worthy Funeral Home 1750645 New Establishment Manchester, GA

Bryant Hightower moved, Michael Fowler seconded, and the Board voted to approve the following applicant for licensure:

- Higgins LaGrange Chapel 1752618 New Establishment LaGrange, GA
Funeral Home
FDFCC: Jeffrey Glenn Higgins

Michael Fowler moved, Bryant Hightower seconded, and the Board voted to approve the following applicant for licensure:

- 1756077 Gravette, James Michael Embalmer Albany, GA
1756080 Funeral Director
By Reciprocity

Michael Fowler moved, Nancy Kennedy seconded, and the Board voted to approve the following applicant for licensure:

- 1756807 Troup, Mary Ellen Embalmer Cumming, GA
1756810 Funeral Director
By Reinstatement

Bryant Hightower moved, David Roach seconded, and the Board voted to approve an application for reinstatement of licensure by consent agreement, signed by the licensee and accepted by the Board during the meeting, for the following licensee:

- 1740561 M A P

The consent order provides for reinstatement of licensure, a public reprimand, 24 months probation for the establishment when the license lapsed, a \$2,250.00 fine for the establishment, to be paid within 3 months. The fine is assessed at \$250 per month for nine months of unlicensed practice.

Consideration is given to the health condition of the Funeral Director in Full & Continuous Charge and the circumstances surrounding his health. Therefore, no consent order is recommended on the Funeral Director in Full & Continuous Charge. Recommendation is also made to approve Juanita Willis as new Funeral Director in Full & Continuous Charge.

Bryant Hightower moved, David Roach seconded, and the Board voted to table the following request for licensure:

- S F H • 1758225 Funeral Director in Full & Continuous Charge

Michael Fowler moved, Bryant Hightower seconded, and the Board voted to table the following request for licensure and request appearance before the Board:

- W J R • 1753627 Embalmer
1753629 Funeral Director
By Reinstatement

Michael Fowler moved, Bryant Hightower seconded, and the Board voted to deny the following request for licensure:

- 1750803 T A T Embalmer Atlanta, GA
1750804 Funeral Director
By Reciprocity

Bryant Hightower moved, Michael Fowler seconded, and the Board voted to refer the following case to the Attorney General's office for issuance of a consent order upon passing the Georgia State Laws and Rules Exam and passing the GCIS Report:

- 1723868 J P
1723872

Bryant Hightower moved, David Roach seconded, and the Board voted to accept the report of pending cases presented by the Attorney General.

Michael Fowler moved, Bryant Hightower seconded, and the Board voted to take the following action on one of the cases presented by the Attorney General:

• FUN120146	Consent Order to be accepted and signed upon receipt.
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Michael Fowler moved, Bryant Hightower seconded, and the Board voted to accept the Cognizant Member's recommendations on the following cases:

- FUN120113 Refer to the Attorney General's Office for revocation.
- FUN120121 Refer staff to contact Vital Records to determine if Death Certificate has been filed and refer to the Attorney General's Office for revocation as the building was found empty and closed.
- FUN120125 Close
- FUN120062 Refer to the Attorney General's Office for revocation of the Respondents Funeral Director and Embalmers licenses.

Michael Fowler moved, Nancy Kennedy seconded, and the Board voted to accept the Cognizant Member's recommendations on the following cases:

- FUN120127 Set up a cognizant interview with Funeral Director in Full and Continuous Charge of the licensed funeral establishment to determine how the Respondent operated out of the licensed funeral establishment
- FUN120112 Set up a cognizant interview with Funeral Director in Full and Continuous Charge of the licensed funeral establishment to determine how the Respondent operated out of the licensed funeral establishment
- FUN120132 Refer to Legal Section to obtain final court disposition and then refer to the Attorney General's Office for review.
- FUN120133 Close
- FUN120114 Close and notify Complainant that a Death Certificate may be obtained

from the Chatham County
Vital Records Office.

- FUN120122 Close

Bryant Hightower moved, Michael Fowler seconded, and the Board voted to accept the Cognizant Member's recommendations on the following cases:

- FUN120134 Close
- FUN120137 Close
- FUN120062 Refer to Legal Section to
obtain final court
disposition.

Nancy Kennedy moved, Michael Fowler seconded, and the Board voted to accept the Cognizant Member's recommendation on the following case:

- FUN120122 Close

Bryant Hightower moved, Michael Fowler seconded, and the Board voted to approve the following order to accept fine money for inspection violations:

- Litman Funeral Home located in Pearson, GA: \$550 for failure to maintain a permanently installed back flow preventer for the hydro aspirator, failure to maintain a minimum of 8 adult caskets within the display room on the premises of the establishment, failure to have a card or brochure in each casket stating the price of the casket, failure to maintain seating for at least 30 persons in the room where funeral services are conducted in the establishment and failure to maintain one operable motor hearse and/or combination hearse/ambulance with current Georgia registration for the transportation of casketed human remains at the establishment.

Bryant Hightower moved, Michael Fowler seconded, and the Board voted to ratify the following cease and desist order issued for unlicensed practice:

- Cheryl Parish Kingsland, GA

Continuing Education:

Bryant Hightower moved, Michael Fowler seconded, the Board voted to accept the committee recommendations on the following continuing education courses:

Program Provider/Sponsor	Course Title	HRS Requested	HRS Approved
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Georgia Funeral Service Practitioners Association Hope Iglehart P. O. Box 1069 Athens, GA 1069 706-225-5469 hopeiglehart@aol.com	Nonprofit Board Provide Extraordinary Opportunities For Funeral Directors to Engage At The Highest Level of Leadership.	2	2
	How To Avoid the Court Room: A discussion on How Funeral Homes Can Avoid Liability Issues.	2	2
	Firefighter Line of Duty Deaths & the Local Assistance State.	2	2
	Understanding Legal Tools: The Key to Lawsuit Prevention and Tax Reduction	2	2
National Funeral Directors Association Kathleen Walczak 13625 Bishop's Drive Brookfield, WI 53005 800-228-6332 262-789-6977 fax kwalczak@nfd.org	Annual All-Staff FTC Funeral Rule Training	2	2
	2 Day Certified Preplanning Consultant Program	16	16
	Massive Trauma/Reconstructive Surgery	2	2
	The Significance of Internal Staff Training	1	1
	Learn From Mistakes	1	1
	Exhibits	1	1
Practicum Strategies Richard A. Santore 8 Lenore Ct. Hammonton, NJ 08037 800-731-4714 800-591-6391 fax	Business, Morals and Ethics and the Funeral Director	4	4
	Everyday Ethics in Funeral Service	4	4
	Motivation and Coaching for the Successful Funeral Director	4	4
	Managing Stress for Funeral Professionals	4	4
	The Vanguard of Competition and the Funeral Profession	6	6

	Hazardous Chemicals/Toxic Substances	4	4
	Complying with the “Funeral Rule”	10	10
	Pre-Planning for Funeral Home Business Interruptions	10	10
	Grief 101 for Funeral Directors	4	4
	The Funeral Profession and Consumer Behavior	4	4
	Coping with Stress as a Funeral Director	4	4
	Sacred, Sensitive . . . Sane	4	4
	Funeral Values	6	6
	A Review of Basic Embalming Procedures	4	4
	Moral Dilemmas Facing the Funeral Professional	4	4
	Dealing with Communicable Diseases/AIDS	4	4
	Universal Precautions/HIV and AIDS	4	4
	Job Burnout in Funeral Service	4	4
	Investment Management for the Funeral Director	4	4
	OSHA: A practical Guide for Funeral Service Professionals	4	4
	How Do We Tell The Children	4	4
	CREMATION: The Concept, The Client, The Caring	4	4
	CREMATION: The Process	4	4
	Preneed Funeral Planning	4	4
	Introduction to Accounting for Funeral Directors	4	4
	Understanding and Completing the Certificate of Death	10	10
	Power Communications for Funeral Professionals	4	4
	Marketing 101 for Funeral Directors	4	4
	Intermediate Marketing for Funeral Directors	10	10

	Ethics for Funeral Directors	4	4
	Living with the FTC's Funeral Rule	6	6
	OSHA for Small Business	10	10
	Employee Recruitment and Retention in Funeral Service	4	4
	Embalming Chemistry	2	2

Other Business:

Michael Fowler moved, Bryant Hightower seconded, and the Board voted to approve the following requests for 90-day grace period to operate with licensed funeral directors while the establishment takes action to secure the services of a new Funeral Director in Full & Continuous Charge:

- Southcare Cremation Society and Memorial Centers Marietta, GA
- Roberson Funeral Home Statesboro, GA

David Roach moved, Michael Fowler seconded, and the Board voted to approve the following request for 2nd 90-day grace period to operate with licensed funeral directors while the establishment takes action to secure the services of a new Funeral Director in Full & Continuous Charge:

- Sylvania Funeral Home, Inc. Sylvania, GA

The Board denied a request to retain previously accumulated apprenticeship hours (760 hours) that were accumulated under a funeral establishment whose license had lapsed as stated in Board Rule 250-4-.06 (1)(a).

- B H M Sandersville, GA

The Board received correspondence from David Buchanan, Corporate Development Analyst of Carriage Services, Inc. announcing the acquisition of Conner-Westbury Funeral home, Inc. by Carriage Funeral Management, Inc.

David Roach shared with the Board the need for a possible work session/Board Rule Change regarding establishments advertising before they are licensed.

Steve Lindsey shared with the Board that the proposed legislative amendment (§ 43-18-50. Application for funeral service apprenticeship; period of apprenticeship (c) The total period of apprenticeship shall be 3,120 hours and must be served in a minimum of 18 months; ~~but the minimum period shall be in addition to the time required to graduate from~~ The Board shall have authority to regulate by rule the number of hours that an apprentice may credit toward the total

apprenticeship while attending a college of funeral service or other college pursuant to paragraph (1) of subsection (b) of Code Section 43-18-41.) presented to OCGA 43-18-50 (c) was recently passed. Mr. Lindsey suggested to the Board that they need to think about the number of hours that a Funeral Service Apprentice may credit toward the total apprenticeship while attending college. The Board nominated David Roach and Bryant Hightower to conduct research regarding this change.

There being no further business, the meeting adjourned at 1:34 p.m.

The next meeting of the Board will be on Tuesday, May 8, 2012.

Minutes approved at the April 10, 2012 meeting.